

## Parking Information

**Training:** Because visitor spaces are limited, the South Carolina State Library cannot guarantee a parking space for participants in State Library events or training.

**Meters:** Parking meters are located in front of the library and on side streets. Blue meters = 5 hours parking at 75 cents per hour. Green meters = 2 hours parking at 75 cents per hour. Red meters = 20 minutes parking time and cost 25 cents.

**Special Note:** It is advisable that all visitors arrive with sufficient change for parking.



**Parking:** The University of South Carolina's Pendleton Street parking garage, located between

Bull and Pickens Streets, has two-hour and five-hour meters located on its lower level. Enter from Pickens Street (next street east from Bull Street) at the entrance marked "University of South Carolina Visitor Meters". Meter cards (\$4) may be purchased at the Pendleton Garage office located on the ground level (corner of Pickens and Pendleton Streets). Office hours are 8 am to 5 pm.



To obtain information on all of the electronic filing and payment options for Corporate taxes, go to our

website [www.sctax.org](http://www.sctax.org) and click on the "Electronic Services" link.

Click on "Corporate" from the list of tax types on the Electronic Services page.

This workshop is sponsored by:  
SC Department of Revenue

*In conjunction with*  
SC Business One Stop  
SC Secretary of State's Office



# Basic Corporate Tax Workshop

**FREE!**

*Offered by the SC Department of Revenue*

**December 15, 2009**

**9:00 a.m.-12:30 p.m.**

South Carolina State Library  
1430 Senate Street  
Room 309  
Columbia, SC 29201



**Pre-registration is encouraged.**

*\*See inside for registration details\**

## Course Information

### Continuing Education Credit

This workshop may qualify for Continuing Education Credit. It is the responsibility of the participant to seek credit through their appropriate accreditation board. Certificates of attendance will be provided.

### What you will learn:

- Methods of electronic filing
- How to start a corporation
- The basics of the SC Corporate Tax law
- When to file and pay corporate taxes
- Frequently asked questions and errors
- Available resources
- Consequences of not completing the forms correctly & timely

### Who should attend?

- Corporate Officers
- Corporate Registered Agents
- Office Managers
- Accountants
- Lawyers
- Tax Preparers



### What you will receive:

- Course materials
- Answers to your questions

## Workshop Agenda

**9:00-9:35 a.m.**

Secretary of State's Office

**9:35-9:55 a.m.**

SC Business One Stop

**9:55-10:15 a.m.**

SC Electronic Services

**10:15-10:40 a.m.**

Filing Administrative Registration  
Notices to Taxpayers

**10:40-10:50 a.m.—Break**

**10:50-11:25 a.m.**

Filing Corporate Returns  
Corporate Closing

**11:25 a.m.-12:10 p.m.**

Advanced Corporate Tax

**12:10-12:15 p.m.—Break**

**12:15-12:30 p.m.**

Question & Answer



## REGISTRATION FORM

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
E-mail Address

### Three ways to register:

- 1) **E-mail** registration to  
[TaxpayerEd@sctax.org](mailto:TaxpayerEd@sctax.org)
- 2) **Call** (803) 898-5593
- 3) **Mail** registration form to:  
*SC Department of Revenue  
Training/Taxpayer Education  
ATTN: Sara Unrue  
PO Box 125  
Columbia, SC 29214*